

Briarbend Community Improvement Association

Agenda

February 12, 2018

7802 Burgoyne – Leigh Adkins' home

- I. Call to Order – Larry Stanton called the meeting to order at 7:27 pm
Board members present: Larry Stanton, Charlie Stoddard, Leigh Adkins, Chad Roberts, Kathy Johnson, Rene Garza, Casey Koehler
Members absent:-Jennifer Jackson, Jennifer Mire, Peter Blomquist
- II. Introduction of Visitors
 - A) No visitors attended the February meeting.
- III. Reading Minutes of Preceding Meeting-

The January minutes were approved and are posted on the website. Charlie Stoddard motioned to approve; Rene Garza seconded. The minutes were approved.
- IV. Reports of Committees
 - A) Vice President –
 - a. Rene has the nomination forms for new board members. He has contacted all nominees, except for 2, confirming they will run. He will continue to try and contact the 2 elusive homeowners to determine if they will run for the board. Larry will send the sample ballot to Rene and Rene will get the ballots to the block captains by February 20.
 - b. Rene will work on the directory after the ballots are distributed.
 - c. Jennifer Jackson is taking over as block captain for 2303-2427 Stoney Brook. Rene will reconfirm that all block captains will serve in their current capacity.
 - B) Secretary – Kathy Johnson – no report
 - C) Treasurer- Leigh Adkins
 - a. Twelve homeowners have not paid their 2018 dues. Leigh will send a reminder letter to them.

- b. Rene made a motion to pay the current insurance policy monthly until Leigh gets additional quotes. Motion seconded by Charlie Stoddard. Motion passed. Chad is filing the necessary paperwork transferring the title of the security car to BCIA.

D) Security – Chad Roberts

a. Several parked cars throughout the neighborhood have experienced break-ins. Windows were smashed, but not many articles were taken because homeowners are not leaving articles in their cars. Chad has heard there is a theft ring hitting all of Houston.

b. Chad has changed the schedule of the security guards to offset the break-ins.

E) Superneighborhood- Peter Blomquist –the next meeting is Monday, February 26 at 7 pm.

F) ACC - Jennifer Jackson – no report

G) Beautification- Jennifer Mire – no report

H) Social- Casey Koehler – no report

I) Legal - Charlie- no report

V. Old Business – no old business

VI. New Business- no new business

VII. General Discussion/Executive Session (if necessary)- the board met in executive session.

VIII. Adjournment- The meeting was adjourned at 8:32 pm. Larry Stanton made a motion to adjourn and Chad Roberts seconded.

Next meeting is the semi-annual meeting scheduled for Tuesday, March 20, 2018 at Molina’s Mexican Restaurant.

Respectfully submitted,

Kathy Johnson, Secretary

Briarbend Income/Expense Statement - Jan 2018

1/1/2018 through 1/31/2018

2/6/2018

Page 1

Category	1/1/2018- 1/31/2018
INCOME	
2018 Dues	49,938.00
Interest	25.43
Refinance Fee	50.00
Transfer Fee	100.00
TOTAL INCOME	50,113.43
EXPENSES	
Occup, Rent, Utilities, Maintenance	4,856.13
Other Expense	83.90
Professional Fees, Independent Contracto	1,694.00
Salaries, other compensations	200.00
TOTAL EXPENSES	6,834.03
OVERALL TOTAL	43,279.40

Briarbend Balance Sheet - As of 1/31/2018

Account	1/31/2018 Balance
Bank Accounts	
Capital One Money Mkt	76,793.46
Checking - Capital One	2,113.96
Frost Business Checking XX2743	102.86
Frost Checking XX1563	435.18
Frost Money Mkt XX0931	98,316.89
TOTAL Bank Accounts	177,762.35
Asset Accounts	
Accts Rec-City	9,864.00
Security Vehicle	9,500.00
TOTAL Asset Accounts	19,364.00
Liability Accounts	
Deferred Revenue - Next Year Dues	0.00
Restricted Funds - Briarbend Park	-6,147.32
TOTAL Liability Accounts	-6,147.32
OVERALL TOTAL	190,979.03

Briarbend Budget To Actual - Jan 2018

1/1/2018 through 1/31/2018 Using 2018 Budget

2/6/2018

Page 1

Category	1/1/2018 Actual	- Budget	1/31/2018 Difference
INCOME	50,113.43	61,818.98	-11,705.55
2018 Dues	49,938.00	61,650.00	-11,712.00
Fines	0.00	84.00	-84.00
Interest	25.43	10.00	15.43
Refinance Fee	50.00	16.65	33.35
Transfer Fee	100.00	58.33	41.67
EXPENSES	6,834.03	4,342.97	-2,491.06
Occup, Rent, Utilities, Maintenance	4,856.13	2,009.75	-2,846.38
Briarbend Maintenance	128.67	100.00	-28.67
Auto Fuel	67.79	0.00	-67.79
Auto Maintenance	60.88	0.00	-60.88
Garbage Expense	5,549.46	2,731.75	-2,817.71
Garbage Reimbursement	-822.00	-822.00	0.00
Other Expense	83.90	108.99	25.09
Administrative Expenses	0.00	8.33	8.33
Bank Charge	8.90	9.00	0.10
Other Bank Charge	8.90	9.00	0.10
Meeting Expense	75.00	75.00	0.00
MISC	0.00	8.33	8.33
Website	0.00	8.33	8.33
Printing, Publication, Postage, Shipping	0.00	14.23	14.23
Newsletter	0.00	8.33	8.33
OFF,POST,PRINT	0.00	5.90	5.90
Professional Fees	0.00	250.00	250.00
Professional Fees-Legal Fees	0.00	250.00	250.00
Professional Fees, Independent Contracto	1,694.00	1,760.00	66.00
Security	1,694.00	1,760.00	66.00
Salaries, other compensations	200.00	200.00	0.00
Treasurer Fee	200.00	200.00	0.00
Net Difference:	43,279.40	57,476.01	-14,196.61

Budget To Actual - Current Year
1/1/2018 through 12/31/2018 Using 2018 Budget

2/12/2018

Page 1

Category	Actual	2018 Budget	Difference
INCOME	56,413.43	63,670.00	-7,256.57
2018 Dues	56,238.00	61,650.00	-5,412.00
Fines	0.00	1,000.00	-1,000.00
Interest	25.43	120.00	-94.57
Refinance Fee	50.00	200.00	-150.00
Transfer Fee	100.00	700.00	-600.00
EXPENSES	11,484.82	63,320.00	51,835.18
Occup, Rent, Utilities, Maintenance	7,665.92	24,117.00	16,451.08
Briarbend Maintenance	163.73	1,200.00	1,036.27
Auto Fuel	102.85	0.00	-102.85
Auto Maintenance	60.88	0.00	-60.88
Garbage Expense	8,324.19	32,781.00	24,456.81
Garbage Reimbursement	-822.00	-9,864.00	-9,042.00
Other Expense	83.90	12,258.00	12,174.10
Administrative Expenses	0.00	100.00	100.00
Bank Charge	8.90	108.00	99.10
Other Bank Charge	8.90	108.00	99.10
COMMUNITY SPIRIT	0.00	3,750.00	3,750.00
Christmas Light Contest	0.00	250.00	250.00
Halloween Party	0.00	2,500.00	2,500.00
Spring Party	0.00	1,000.00	1,000.00
Insurance	0.00	3,900.00	3,900.00
Meeting Expense	75.00	2,200.00	2,125.00
MISC	0.00	100.00	100.00
Mosquito Spray	0.00	2,000.00	2,000.00
Website	0.00	100.00	100.00
Printing, Publication, Postage, Shipping	0.00	425.00	425.00
Election Expenses	0.00	200.00	200.00
Newsletter	0.00	100.00	100.00
OFF,POST,PRINT	0.00	125.00	125.00
Professional Fees	75.00	3,000.00	2,925.00
Professional Fees-Legal Fees	75.00	3,000.00	2,925.00
Professional Fees, Independent Contracto	3,460.00	21,120.00	17,660.00
Security	3,460.00	21,120.00	17,660.00
Salaries, other compensations	200.00	2,400.00	2,200.00
Treasurer Fee	200.00	2,400.00	2,200.00
Net Difference:	44,928.61	350.00	44,578.61